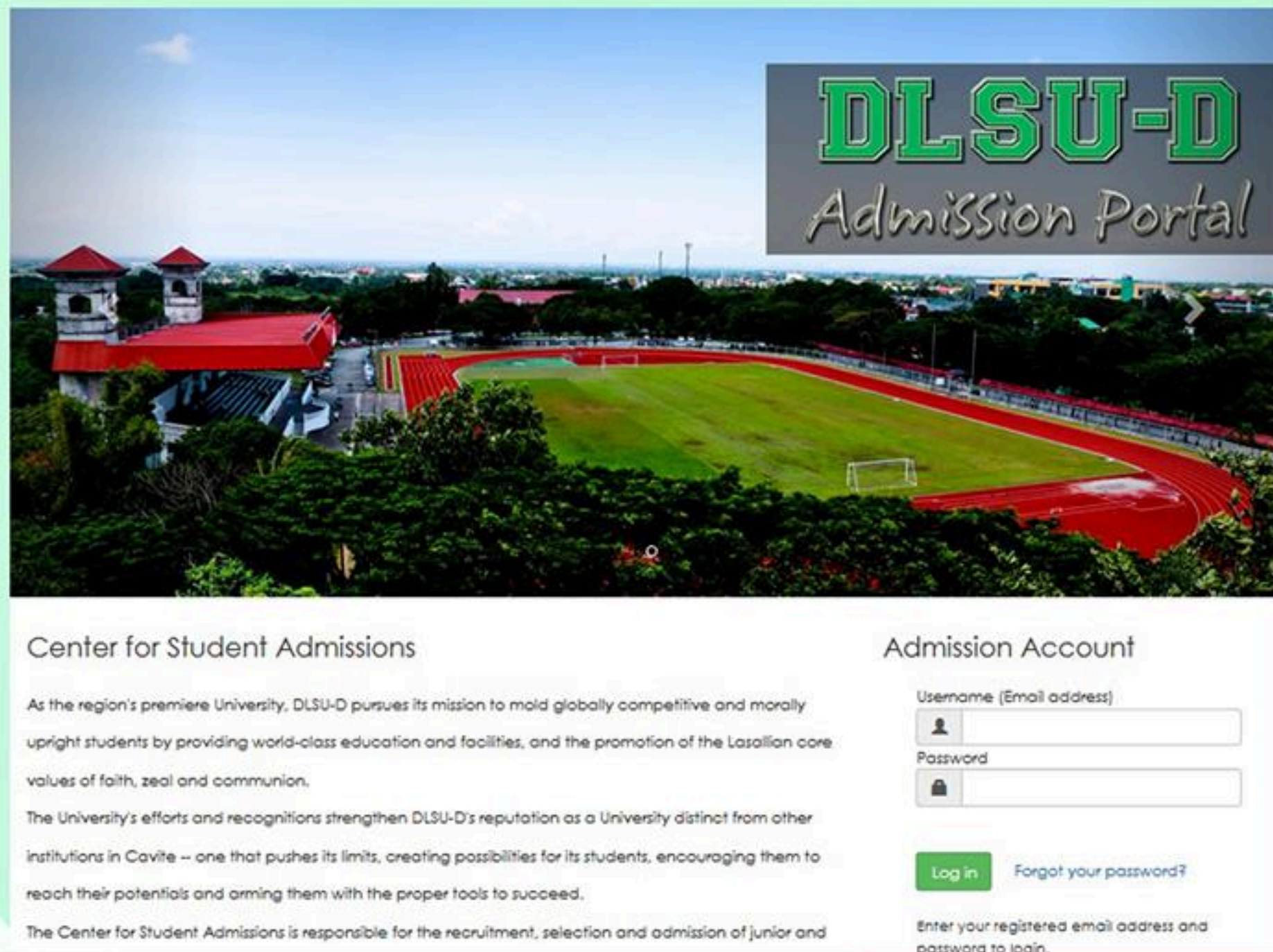


# Freshmen & New GS Student

## ONLINE ENROLLMENT PROCEDURE

### Admissions Portal

1. Go to <http://admission.dlsud.edu.ph/admission/login.aspx>
2. Log in to your account.



3. Make sure that your admission status is for enrollment.  
Under the FOR ONLINE ENROLLMENT PROCESS, you will see in your portal the activation code and student number for my.DLSU-D portal sign-up.

#### 3.1 If you are a new student:

For Online Enrollment Process, follow these easy steps

1. You need to sign up for your account,  
Go to <http://pearl.dlsud.edu.ph/mydlsud/login.aspx> and click Sign Up.
2. Copy and paste the following credentials to the Sign Up page.  
**Activation Code : 8C880F5287**  
**Student No : 2020\*\*\*\*\***
3. Click Create Account
4. Log in to your Portal Account
5. Accomplish Data Privacy Agreement
6. Inside your Portal Account, go to **Features** tab and click **Enrollment**.

#### 3.2 If old student:

For Online Enrollment Process, follow these easy steps

1. You need to log in to your Portal Account using your student number below.  
Go to <http://pearl.dlsud.edu.ph/mydlsud/login.aspx>  
**Student No : 20000\*\*\*\***
2. Accomplish Data Privacy Agreement
3. Inside your Portal Account, go to **Features** tab and click **Enrollment**.





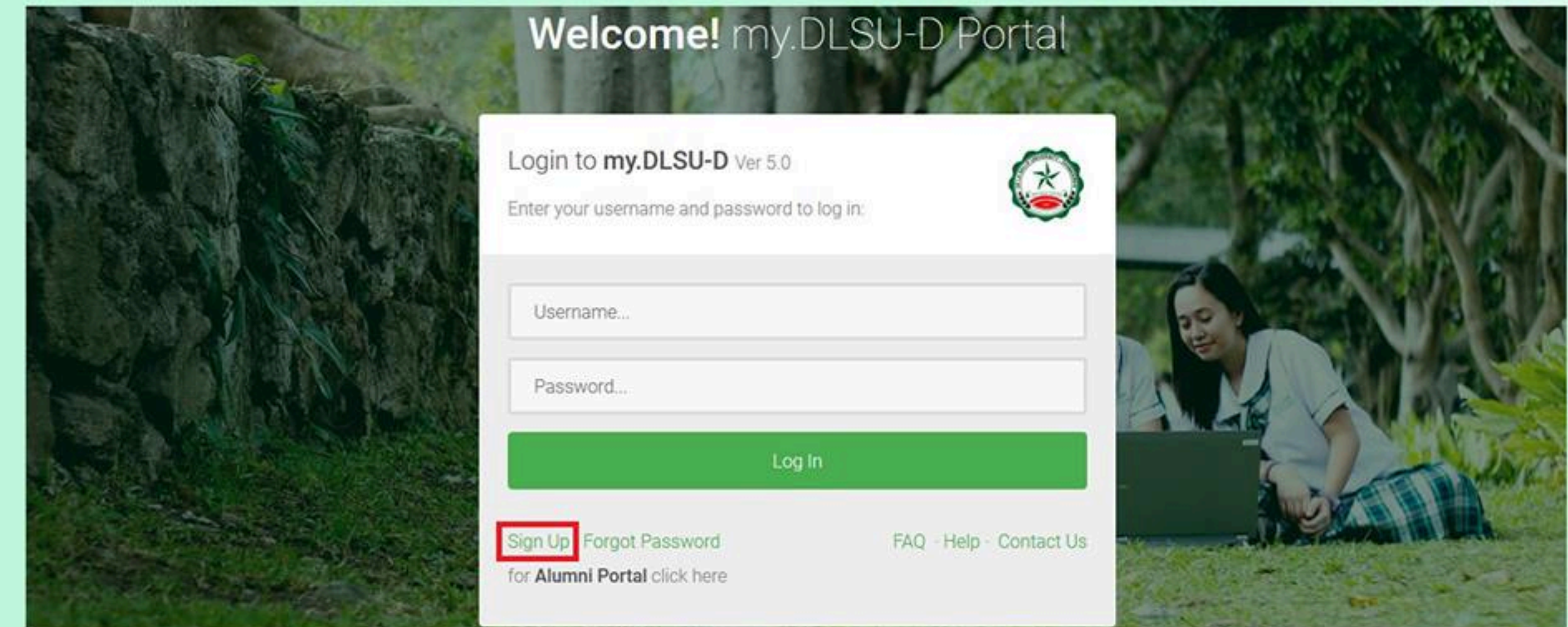


## My.DLSU-D Portal Sign Up

1. Go to [pearl.dlsud.edu.ph/mydlsud/login.aspx](http://pearl.dlsud.edu.ph/mydlsud/login.aspx)



2. Click the “Sign Up” button.







3. On Account Sign Up page, select account type you want to create (Student or Guardian).
4. Fill out the Student Number and Activation Code then click “Create Account” button.

my.DLSU-D Portal

### ACCOUNT SIGN UP

**Employee**  
Visit the ICTC or email your credential/s at [accountverification@dlsud.edu.ph](mailto:accountverification@dlsud.edu.ph) to create your account.  
> Faculty | Staff requirements: Employee ID and Recommendation from HRMO.

**Student and Guardian**  
Kindly fill out the following details:

**Account Details**

Account Type: ☒ Student ☐ Guardian

Student Number:

Activation Code:

© Copyright 2015 De La Salle University - Dasmariñas [FAQ](#) · [Help](#) · [Contact Us](#)

5. Set Password and Security Question then click the Save Button. (Note: Please do not forget your security question and answer because these will be used for retrieving your Portal account in case you forget your password.)

my.DLSU-D Portal

### ACCOUNT SIGN UP

Student Name: DELA CRUZ, JUAN  
Account Type: Student

Username:

Password:

Confirm Password:

**Account Recovery**  
Account Recovery Question will help us to verify your identity in case you forgot your password.  
Tips:  
> Choose answers that are easy to remember but difficult for others to guess.  
> Do not choose questions that you have answered in public sites or social media.

Security Question:

Security Answer:

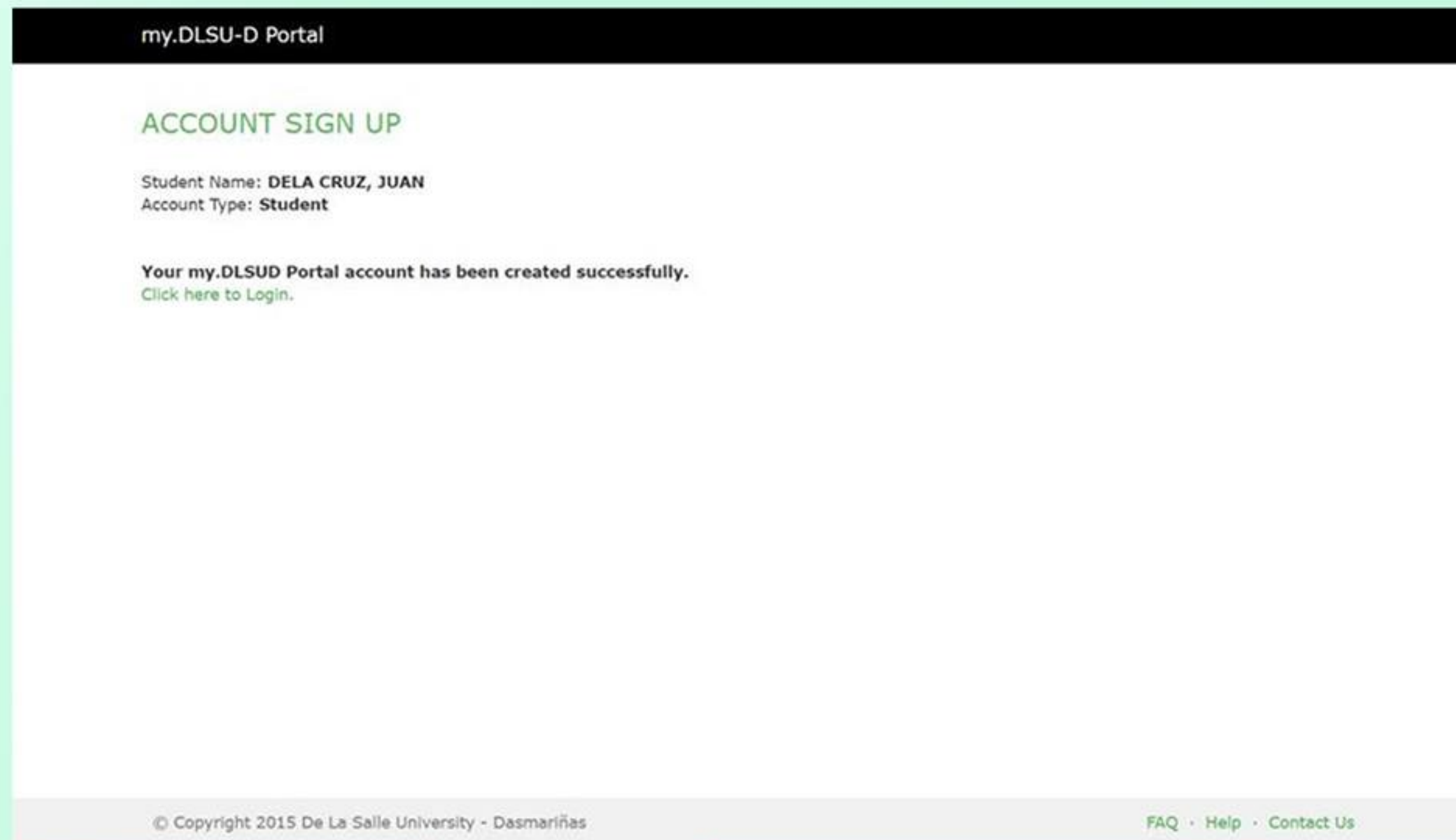
© Copyright 2015 De La Salle University - Dasmariñas [FAQ](#) · [Help](#) · [Contact Us](#)







6. Account creation confirmation. Navigate to the Log in page to log account.



## Online Enrollment (OnE)

1. Go to [pearl.dlsud.edu.ph/mydlsud/login.aspx](http://pearl.dlsud.edu.ph/mydlsud/login.aspx)







## 2. Log in to your account.

Welcome! my.DLSU-D Portal

Login to my.DLSU-D Ver 5.0

Enter your username and password to log in:

Username...

Password...

Log In

[Sign Up](#) · [Forgot Password](#) · [FAQ](#) · [Help](#) · [Contact Us](#)

for Alumni Portal click here

© Copyright 2015 De La Salle University - Dasmariñas

## 3. Read the DLSU-D Data Privacy Statement.

my.DLSU-D Portal

DELA CRUZ, JUAN

De La Salle University  
DASMARIÑAS

Data Privacy Statement

De La Salle University – Dasmariñas (hereinafter referred to as “DLSU-D”, the “University”, “Us”, “Our”, and “We”) has a strong commitment to protect our students’ personal information from any breaches or unauthorized use of personal information in compliance with the Data Privacy Act (DPA) of 2012 or otherwise known as Republic Act (R.A.) 10173 as governed by the National Privacy Commission (NPC).

To ensure you can make informed decisions and feel confident in providing your personal information with us, we are providing you this Data Privacy Statement outlining our data collection, usage, retention, disclosure and disposal practices and your rights as “Data Subjects”, as defined by the DPA.

This notice applies to all students (including their Parents and legal Guardians acting on behalf of the students) whose personal information are collected and processed by the University. This notice explains:

- What personal information do we collect?
- Purpose for collection and use of personal information
- Disclosure and transfer of personal information
- Retention and disposal of personal information
- Your rights as Data Subject
- Notifications in case of breach of information
- Compliance with Data Privacy Clauses on Contracts
- Updates to our Data Privacy Policy statement
- Where do you go for further information

**1. WHAT PERSONAL INFORMATION DO WE COLLECT?**

The term “Personal Information” refers to any information whether recorded in a material form or not, from which the identity of an individual is apparent or can be reasonably and directly ascertain by the entity holding the information, or when put together with other information would directly and certainly identify an individual as defined by the DPA. This may include Sensitive personal information that refers to personal information:

© Copyright 2015 De La Salle University - Dasmariñas

FAQ · Help · Contact Us







4. Navigate the bottom of the page, click agree and submit consent.

The screenshot shows the 'myDLSUD Student Portal' interface. At the top, there's a header with 'myDLSUD-D Portal' and a user profile 'DELA CRUZ, JUAN'. The main content area is titled '7. COMPLIANCE WITH DATA PRIVACY CLAUSES ON CONTRACTS'. It contains three sections: '7. COMPLIANCE WITH DATA PRIVACY CLAUSES ON CONTRACTS', '8. UPDATES TO OUR DATA PRIVACY POLICY STATEMENT', and '9. WHERE DO YOU GO FOR FURTHER INFORMATION?'. Below these sections is a 'Consent' section with a paragraph stating: 'I certify that I am a minor under the age of eighteen years. By clicking on the "I will notify my guardian" button below, I hereby agree to inform my guardian to review of the context of the Data Privacy Statement of De La Salle University-Dasmariñas on my behalf through the myDLSUD Guardian Portal or via hard copy of the Consent Form.' A green button labeled 'I will notify my guardian' is highlighted with a red rectangle. At the bottom, there's a footer with '© Copyright 2015 De La Salle University - Dasmariñas' and 'FAQ · Help · Contact Us'.

5. On the Homepage, click Features menu and select Enrollment.

The screenshot shows the 'myDLSUD Student Portal' homepage. At the top, there's a header with 'myDLSUD-D Portal' and a user profile 'DELA CRUZ, JUAN'. The main content area features a large banner image of a student sitting at a desk with a laptop. Overlaid on the banner is a 'Features' menu with the following items: 'Class', 'Curriculum', 'Downloadable', 'Enrollment', 'Evaluation', 'Grades', 'Health', 'Hold', 'Payment', and 'Survey'. The 'Enrollment' item is highlighted with a red rectangle. Below the banner, there's an 'Announcements' section with a title 'Tulong Lasalyano' and a post date 'Posted on March 27, 2020, at 11:00 am'. The announcement text reads: 'Help FSC - Frontliners Serving COVID-19 Patients' followed by a list of items: 'C- Cash/Cheque donations', 'O- Oratio Imperata (Obligatory Prayer)', 'V - Volunteers', 'I - In-kind donations (Food)', and 'D - Disposable non-woven gowns / shoe covers / N95 masks / surgical masks / gloves / face shield'. At the bottom, there's a footer with '© Copyright 2015 De La Salle University - Dasmariñas' and 'FAQ · Help · Contact Us'.





## 6. Read the Enrollment Terms and Conditions and click Accept.

online enrollment **ONE**

# Online Enrollment

De La Salle University - Dasmariñas

**Please read the Enrollment Terms and Conditions:**

With the new enrollment procedure, the following conditions are added for clarification:

1. Payments will be posted within five (5) working days. This also holds for late enrollment. Further, only students who accomplish this provision will be considered OFFICIALLY ENROLLED.
2. Students will print the Official Certificate of Registration (COR) through Online Enrollment.

☒ I have read and understood the above terms and conditions.

[Accept](#) [Decline](#)

Copyright © 2011 All Rights Reserved.  
De La Salle University - Dasmariñas 080-B City of Dasmariñas Cavite Philippines 4115

## 7. Pre-registration

### 7.1 Click the Pre-registration button.

online enrollment **ONE**

# Online Enrollment

De La Salle University - Dasmariñas

Home | Profile | Curriculum | Grades |

## Step 1 of 1: Pre-register

Instructions: [hide](#)

1.1: Double check your subject/s to be taken(Advised Subjects).  
1.2: To reserve subject, click the "Reserve" button.  
1.3: Finally, click the "View PreReg Subjects" link to check your reserved subjects.  
1.4: For queries, please proceed to Counter 1 of the Registrar's Office.

PreRegistration

CourseCode	SectCode	CourseTitle	Units	From	To	Days	Room	A.Slot
SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1	50
SOHV111	TV11	CHRISTIAN VALUES I	2.00	1230	1430	M	JHS227	50
SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232	50
SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2	50
SENG111	TV11	ORAL COMMUNICATION	4.00	830	1000	M	JHS226	50
SENG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229	50
SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1	50
SFIL111	TV11	KOMUNIKASYON AT PANANALIKSIK SA WIKANG KULTURANG	4.00	830	1130	W	JHS121	50
SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1430	1600	M	JHS228	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1300	1430	W	JHS236	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239	50
SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1	50
STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA	50
STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA	50

Nothing Follows

Total Units: **41.0** Max Units Allowed: **41** Deload Units: **0**

- Subject Cancelled (Prerequisite subject failed or subject already taken)  
- Subject Available  
- Subject Closed

[Reserve](#) [Plot Schedule](#)

[View Suggested Subjects](#)

**Account Information**  
SENIOR HIGH SCHOOL  
MARIA DOLORES ELISA B. MUHI  
TVL11  
200000055  
[Change Password](#)  
[Logout](#)

**Transaction**  
First Semester, SY 2020-2021  
[Pre Registration](#)  
[Registration](#)  
[Petition a Subject](#)  
[Payment](#)  
[Subject Inquiry](#)

**Need Help**  
[OnE Manual](#)  
[Contact Us](#)  
[FAQ](#)  
[FB Account](#)  
[Comment](#)





## 7.2 This link shows the list of Advised subjects.

Check the color scheme for the cancelled, available, and closed subjects. Click “Reserve” button to be assured of a slot for each subject.

**Step 1 of 1: Pre-register**  
Instructions: [hide](#)

1.1: Double check your subject/s to be taken (Advised Subjects).  
1.2: To reserve subject, click the “Reserve” button.  
1.3: Finally, click the “View PreReg Subjects” link to check your reserved subjects.  
1.4: For queries, please proceed to Counter 1 of the Registrar’s Office.

PreRegistration  
Advised Subjects

CourseCode	SectCode	CourseTitle	Units	From	To	Days	Room	A.Slot
SEPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1	50
SOHV111	TV11	CHRISTIAN VALUES I	2.00	1230	1430	M	JHS227	50
SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232	50
SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2	50
SENG111	TV11	ORAL COMMUNICATION	4.00	830	1000	M	JHS226	50
SENG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229	50
SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1	50
SFL111	TV11	KOMUNKASYON AT PANANALIKSIK SA WIKSA AT KULTURANG	4.00	830	1130	W	JHS121	50
SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1430	1600	M	JHS228	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1300	1430	W	JHS236	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239	50
SPEN111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1	50
STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA	50
STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA	50

— Nothing Follows —

FROM UNITS: 41.0 Max Units Allowed: 41 Deload Units: 0

Legend:  
- Subject Cancelled (Prerequisite subject failed or subject already taken)  
- Subject Available  
- Subject Closed

[Reserve](#) [Plot Schedule](#)

## 7.3 After reserving the subjects, this line will appear “Pre-registration Completed”. View your pre-registered subjects by clicking “View PreReg Subjects” link.

**Step 1 of 1: Pre-register**  
Instructions: [hide](#)

1.1: Double check your subject/s to be taken (Advised Subjects).  
1.2: To reserve subject, click the “Reserve” button.  
1.3: Finally, click the “View PreReg Subjects” link to check your reserved subjects.  
1.4: For queries, please proceed to Counter 1 of the Registrar’s Office.

PreRegistration  
Advised Subjects

CourseCode	SectCode	CourseTitle	Units	From	To	Days	Room	A.Slot
SEPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1	50
SOHV111	TV11	CHRISTIAN VALUES I	2.00	1230	1430	M	JHS227	50
SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232	50
SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2	50
SENG111	TV11	ORAL COMMUNICATION	4.00	830	1000	M	JHS226	50
SENG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229	50
SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1	50
SFL111	TV11	KOMUNKASYON AT PANANALIKSIK SA WIKSA AT KULTURANG	4.00	830	1130	W	JHS121	50
SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1430	1600	M	JHS228	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1300	1430	W	JHS236	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239	50
SPEN111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1	50
STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA	50
STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA	50

— Nothing Follows —

Total Units: 41.0 Max Units Allowed: 41 Deload Units: 0

Legend:  
- Subject Cancelled (Prerequisite subject failed or subject already taken)  
- Subject Available  
- Subject Closed

**Pre-registration Completed**  
[Proceed to Registration](#)

[View PreReg Subjects](#) [Plot Schedule](#)





7.4 You can check whether there are conflicts in your class schedule. Just click the “Plot Schedule” link.

Save	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
700			SFIL111		SFIL111		
800		SPEH111					
900			SFIL121	SHOM111	SFIL121		
1000		SCHV111	SLIT111		SLIT111		
1100				SBIO111L			
1200							
1300		SCI111	SENG111		SENG111		
1400							
1500		SMAT112	SSTE111	SMAT112	SCI111		
1600		SMAT111		SMAT111			
1700							

## 8. Registration

8.1 Click the “Proceed to Registration” button or “Registration” Link.

8.2 Check the pre-registered subjects that will appear on the screen.

8.3 Choose payment scheme. (Full or Installment)

Class ID	Course Code	Section Code	Course Title	Units	Available Slot
227	SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	49
228	SCHV111	TV11	CHRISTIAN VALUES I	2.00	49
229	SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	49
280	SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	49
281	SENG111	TV11	ORAL COMMUNICATION	4.00	49
282	SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	49
283	SFIL111	TV11	KOMUNIKASYON AT PAMAMALIKSIK SA WIKSA AT KULTURANG FILIPINO	4.00	49
284	SHOM111	TV11	HOMEROOM	0.00	49
285	SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND THE WORLD	4.00	49
286	SMAT111	TV11	GENERAL MATHEMATICS	4.00	49
287	SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	49
288	STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	49
289	STVE111	TV11	ELECTIVE	2.00	49

[Plot Schedule](#)

Intensive Units: 0.0	Non Academic Units: (0.0)
Total Units: 41.00	Max Units Allowed: 41 Deload Units: 0

Choose Payment Scheme:

☐ Full

☒ Installment

Note: If you want to choose Salary Deduction as payment scheme, please choose the "Installment" option.

Projected Assessment	
Fee	Amount
Tuition	48339.00
Misc	5120.00
Other	10250.00
CompLabFee	500.00
TLE/HE Lab.	1400.00
Installment Fee/Disc	0.00
Total Assessment: 65,609.00	Payment Upon Enrollment: 26,243.60
Number of Installments: 3	Payment for Midterm: 19,682.70
	Payment for Finals: 19,682.70



9. Read the reminders then check "I have read and understood the above reminders." Click "Proceed to Payment" link if you wish to pay online. If you wish to pay through a bank, click "Print Confirmation Slip" to print the Confirmation Slip.

Registered Subject/s

Date Posted: Not posted Trans No. 1

Class ID	Course Code	Sect Code	Course Title	Units	From	To	Days	Room
277	SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1
278	SCHV111	TV11	CHRISTIAN VALUES I	2.00	1230	1430	M	JHS227
279	SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232
280	SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2
281	SEHG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229
281	SEHG111	TV11	ORAL COMMUNICATION	4.00	830	1000	M	JHS226
282	SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1
283	SFIL111	TV11	KOMUNKASYON AT PANANALIKSIK SA WIKANG KULTURANG FILIPINO	4.00	830	1130	W	JHS121
284	SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245
285	SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND THE WORLD	4.00	1430	1600	M	JHS228
285	SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND THE WORLD	4.00	1300	1430	W	JHS236
286	SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239
286	SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228
287	SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1
288	STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA
289	STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA

Intensive Units: 0.0 Non Academic Units: (0.0)  
Total Units: 41.00 Max Units Allowed: 41 Deload Units: 0

Assessment

Fee	Amount	Upon Enrollment
Tuition	48339.00	26,243.60
Misc	5120.00	
Other	10250.00	
CompLab Fee	500.00	
TLE/HE Lab.	1400.00	
<b>Total:</b>	<b>65,609.00</b>	<b>Midterm: 19,682.70</b>
<b>Payment Scheme: INSTALLMENT</b>	<b>No. of Installments: 3</b>	<b>Finals: 19,682.70</b>

Reminders

- Regular students or those who did not incur any academic deficiency, are advised to enroll in block sections;
- Students are not allowed to remove all their subjects via OnE. Go to the Registrar Office for inquiry;
- Dropping subject/s(No Refund Period) are not covered by OnE. Go to the Registrar Office for inquiry;
- Failure to enroll on or before the cut-off date means forfeiture of your reserved slots;
- Only graduating students may be given an overload. Go to the Registrar Office for inquiry;

☒ I have read and understood the above reminders.

[Proceed to Payment](#) [Print Confirmation Slip](#)

## 10. Sample Confirmation Receipt

Online Enrollment Confirmation Receipt

Sem/Term: First SY: 2020 - 2021  
Student No.: 200000055 TransNo.: 1  
Name: MUHI, MARIA DOLORES ELISA B.  
Program Code/Year Level/Section: TVL11  
Date Registered: 4/21/2020 6:15:05 PM  
Total Assessment: 65,609.00  
Upon Enrollment: 26,243.60  
Midterm: 19,682.70  
Finals: 19,682.70  
Payment Scheme: INSTALLMENT  
No. of Installment: 3  
**1MMB4100BEEBC237656090110421612P**

NOTES:

- Please present this confirmation receipt upon payment.
- Payments will be entertained at Counter 14-16 (Ayuntamiento) and any of the following payment centers: (Please use student ID# as reference number & DLSU-Dasmariñas as merchants name)
- Your transaction will be posted within 5 working days after payment date. In case your transaction is not yet posted after five working days, please verify with the Finance & Accounting Office if your payment has been received.
- Full payment upon enrollment is entitled to 4% rebate on tuition fee only to be credited to the next semester's enrollment.
- For installment basis, outstanding balances should be paid before the final exam to avoid penalties.
- Penalties will be applied to the total unpaid balance after day one (1) of the final exam period.
- Payment Scheme
  - Full payment upon enrollment
  - Installment
    - For Regular Semester:
      - 40% Due upon enrollment
      - 30% Due on or before Midterm Exam
      - 30% Due on or before Final Exam
- Student is considered OFFICIALLY ENROLLED if payment of 26,243.60 has been made on or before 01/10/2020.

Last day of Payment: 01/10/2020 [Print](#)





## Online Payment

1. Enter the amount and click next.

The screenshot shows the 'Online Enrollment' interface for De La Salle University - Dasmariñas. The main content area is titled 'Credit Card Payment for Tuition Fee'. It includes a 'Payment Description' dropdown menu set to 'UPON ENROLLMENT' and an 'Amount in PHP' input field containing '26244.00'. A 'Next >>' button is located below the input field. To the right, there is an 'Account Information' section for 'SENOR HIGH SCHOOL' with user details: MARIA DOLORES ELISA B. MUE, TVL11, and ID 200000055. Below this is a 'Transaction' section for 'First Semester, SY 2020-2021' with a list of options: Pre Registration, Registration, Petition a Subject, Payment, and Subject Inquiry. At the bottom right is a 'Need Help' section with links to OnE Manual, Contact Us, FAQ, FB Account, and Comment. A note at the bottom left states: 'Note: Only those with registered transaction can pay using this system.'

1.1 Read the terms and conditions

1.2 Click the checkbox button

1.3 Click Pay now

The screenshot shows the 'De La Salle University Dasmariñas Payment System' interface. The main content area is titled 'Transaction Details' and shows 'Order Info number: 36816' and 'Amount: P500.00'. Below this is a section for 'Section 5 FINANCIAL INFORMATION (Based on Student Handbook SY 2010-2014)'. It includes '5.1 Student Transactions' with a list of items: Assessment of fees, Request for Statement of Account, Examination permits, Request for refund of excess payments (with an unchecked checkbox), and Student clearance. Below this is '5.2 Enrollment / Payment of Fees' with a checkbox 'I have read and accept the terms and conditions'. A red note says 'Please take note of the Order info number for future reference'. A 'Pay Now!' button is at the bottom.





## 2. Choose and click the logo of your credit card.

The screenshot shows the BDO Gateway payment interface. At the top, the BDO Gateway logo is on the left, and the merchant name 'DLSU DA SMARINAS' is on the right. Below this is a blue header with the text 'Select your preferred payment method'. A small note says 'Pay securely using SSL- by clicking on the card logo below:'. In the center, there are logos for 'masterpass', 'American Express', 'MasterCard', 'JCB', and 'VISA'. The 'VISA' logo is highlighted with a yellow border. At the bottom, there is a yellow and blue footer with the text '© 2005-2013 Mastercard'.

## 2.1 Input your credit card details and click pay

## 2.2 Wait for confirmation

The screenshot shows the BDO Gateway payment interface after selecting VISA. The header now says 'Enter your card details'. Below this, there is a section for 'VISA' with a message: 'You have chosen VISA as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.' The form contains the following fields: 'Card Number' (12345678), 'Expiry Date' (04 / 20) with a 'month/year' label, and 'Security Code' (123) with a note 'The 3 digits after the card number on the signature panel of your card.' To the right of the form is an image of a VISA credit card. Below the form, the 'Purchase Amount' is 'PHP P500.00'. At the bottom left, there is a 'Verified by VISA' logo. At the bottom right, there is a 'pay' button.





## Bank Payment Options

BPI Bills Payment  
Metrobank Bills Payment  
Union Bank Bills Payment  
SM Bills Payment Centers (Cavite area only)

## To view your transaction history

1.1 Go to [pearl.dlsud.edu.ph/mydlsud/login.aspx](http://pearl.dlsud.edu.ph/mydlsud/login.aspx)



Welcome! myDLSU-D Portal

Login to myDLSU-D Ver 5.0

Enter your username and password to log in:

Username...

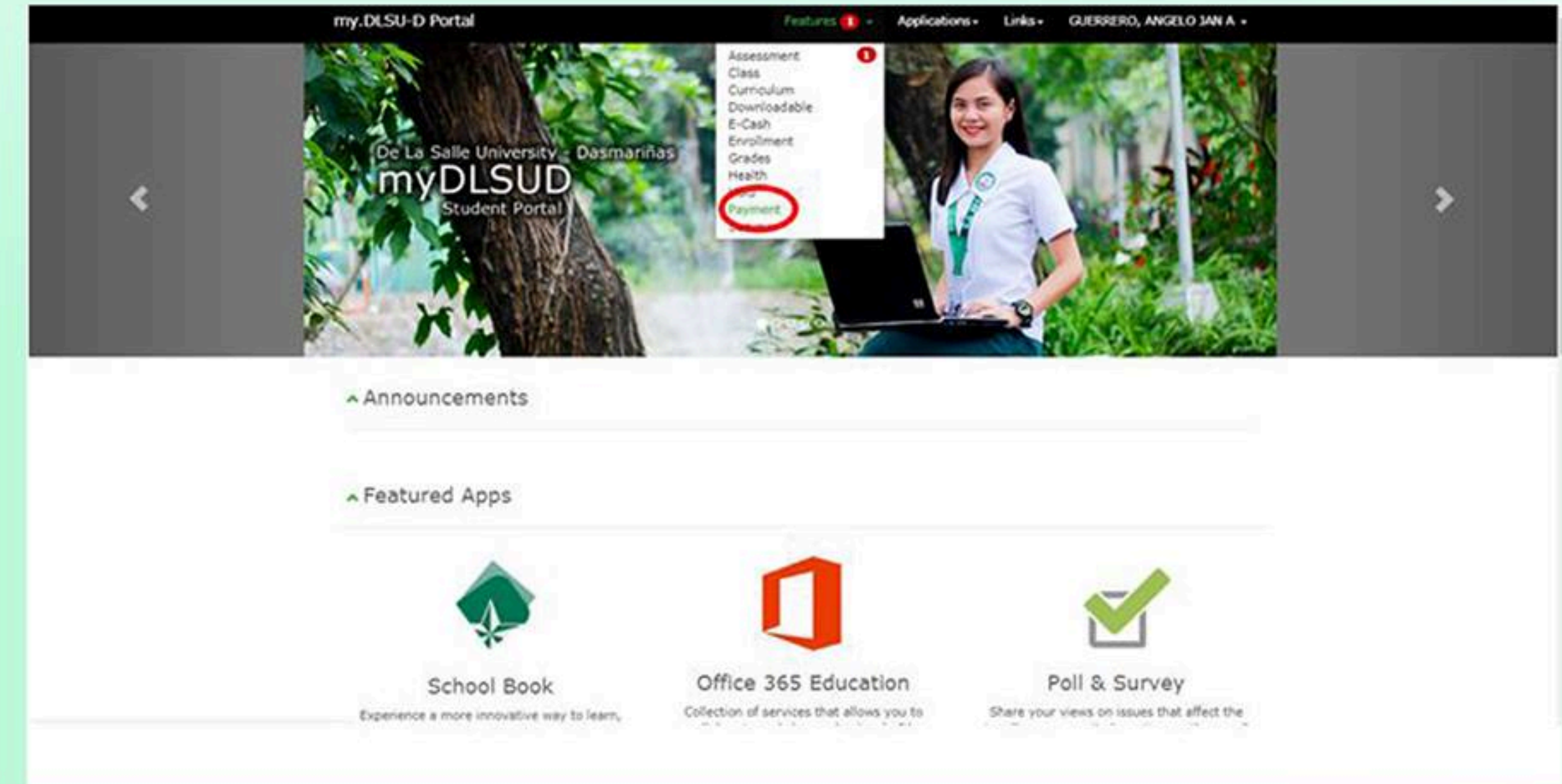
Password...

Log In

Sign Up · Forgot Password  
for Alumni Portal click here

FAQ · Help · Contact Us

## 1.2 Go to Features and click Payments



## 1.3 Click Transaction history

